

STIFFKEY PARISH COUNCIL

Acting Parish Clerk: Di Dann
Fern Hollow, 5 Balls Lane, Thursford, Fakenham, Norfolk NR21 0BX
Tel 01328 878196 e mail didann@outlook.com

Dear Councillors

22nd May 2016

You are summoned to the Annual Parish Council Meeting of Stiffkey Parish Council on Tuesday 31st May 2016 following the Annual Parish Meeting at 7.00pm in the Village Hall, Stiffkey.

Di Dann, Parish Clerk

A G E N D A

- 1. Election of Chairman, declaration of acceptance of office**
- 2. Election of Vice Chairman**
- 3. Welcome and to consider apologies and reasons for absence**
- 4. Declarations of interest and requests for dispensations by Councillors in any of the agenda items**
- 5. Minutes of the Meeting held on 18th April 2016 to be approved**
- 6. Matters arising on the Minutes** (for information only), not included on the agenda
- 7. Close the meeting for Public Participation**
An opportunity for members of the public to raise questions or concerns
- 8. Receive an update on the appointment of Parish Clerk and co option for the member vacancy**
- 9. Correspondence (refer attached)**
- 10. To discuss any planning matters received**
- 11. Brain Storm – receive a summary of the working party meeting**
- 12. Governance and Financial Matters**
 - 12.1 Agree the Financial Statement for the period 18th April to 31st May 2016.
 - 12.2 Agree the Annual Accounts and Annual Return 2015/16 and consider report from the Internal Auditor
 - 12.3 To progress matters relating to the recently received grants
 - 12.4.1 LED Lighting Scheme
 - 12.4.2 Transparency grant re ICT equipment, website and training
 - 12.4.3 Note submission of grant applications for the allotment and the Social Services Committee for play equipment.
- 13. Matters for inclusion on the next Parish Council agenda**
- 14. To discuss meeting frequency and agree the date of the next meeting:**

